



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr R S Barnes

Town Clerk: Ms C Caldwell

Minutes of a Meeting of the Redruth Town Council Finance Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 22nd April 2024

Present:	Cllr S Barnes	Chair
	Cllr B Craze	Vice Chair
	Cllr A Biscoe	
	Cllr H Biscoe	
	Cllr M Brown	
	Cllr C Garrick	
	Cllr I Thomas	
In attendance:	Mrs H Bardle	Responsible Finance Officer
	Ms C Caldwell	Town Clerk
	Mrs J Pelham-Wales	Administration Assistant
	Cllr K Grasso	
	Mr T Mackie	Local Resident

PART I - PUBLIC SESSION

1578.1 To receive apologies for absence

Apologies were received from Cllr Tremayne.

1578.2 Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda

None were declared.

1578.3 To allow the public to put questions to the Council on any item on this Agenda

1578.3.1 Mr Tristan Mackie introduced himself as the Funding Co-Ordinator for A Band of Brothers (ABOB). Mr. Mackie explained that ABOB provides mentoring and support to young men (aged 18 – 25yrs) who have been involved in the criminal justice system, and who have been referred from various agencies. Mr Mackie was at the meeting in support of the organisation's application for funding which is included later in the agenda.

Cllr Barnes thanked Mr. Mackie for his time and Mr. Mackie left the meeting at this point.

1578.4 To confirm the Minutes of the Meeting of the Finance Committee held on 20th February 2024

1578.4.1 RESOLVED by Majority to accept the Minutes of the Meeting of the Finance Committee held on 20th February 2024 as a true and accurate record of proceedings. [Proposed Cllr Barnes; Seconded Cllr H Biscoe]. Cllrs Brown and Garrick abstained as they had not been present at the meeting.

1578.5 To receive a report from the Responsible Finance Officer

A report had been circulated prior to the meeting.

The Responsible Finance Officer informed the Committee that a financial reporting pack will be presented to the Senior Management Team at monthly meetings. The Annual Governance and

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Accountability Return (AGAR) for 2023/2024 will be presented to Full Council on 20th May 2024 for approval and that the internal auditor would carry out his final checks within the next couple of weeks.

1578.5.1 Unanimously RESOLVED that the report be noted. [Proposed Cllr Barnes; Seconded Cllr H Biscoe].

1578.6 To review the Income and Expenditure for the period ended 31st March 2024

A report had been circulated prior to the meeting.

The RFO presented the management accounts and noted that there was an underspend against the budget for all cost centres and overall, there was a surplus of £80,000. The RFO also commented that there were some last-minute adjustments to be made to the final figures, which will be reflected in the AGAR. The RFO went on to say that the largest underspend was on staffing, and this was partly due to the absence of a Town Clerk for 3 months along with other underspends. Cllr Thomas again asked whether any of the shortfall was due to the vacancy of a second School Crossing Patrol. The RFO responded that a second School Crossing Patrol was not a factor in the underspend on staffing. The Town Clerk agreed to review past decisions made by the council in respect of the School Crossing Patrol position. The Town Clerk stated that the RFO will be providing training to managers on financial awareness and forecasting to improve the budget process for 2025/2026. Cllr Brown thanked the RFO for the hard work undertaken.

1578.6.1 Unanimously RESOLVED that the report be noted. [Proposed Cllr Barnes; Seconded Cllr Garrick].

1578.7 To consider Proposed Movements to the Earmarked Reserves for the year ended 31st March 2024

A report had been circulated prior to the meeting.

The RFO presented a schedule showing the balances on earmarked reserves as at 31st March 2024. The RFO also discussed proposals to transfer balances between funds as set out in the accompanying report. The RFO listed the underspends against budgets set out in the report and specifically mentioned;

1. Renaming fund 365 Legacy EMR to call it Grant Scheme EMR
2. The transfer of £2,500 unspent donations from 2023/2024 into the Grant Scheme EMR
3. The transfer of £2,500 unspent Citizenship for Life expenditure be transferred into the Grant Scheme EMR

Cllr Thomas asked about the earmarked reserve of £7,000 for the Redruth Heritage Project/Museum. The Town Clerk confirmed this was a valid reserve and that a transfer would be made from the Transition EMR fund to reflect this. The RFO agreed to merge fund 370 Plastic Champions into fund 372 Climate Change.

1578.7.1 Unanimously RESOLVED that the report be noted. [Proposed Cllr Barnes; Seconded Cllr A Biscoe].

1578.8 To receive the Internal Audit Report for Q3 2023/2024

An Internal Audit report carried out by Cllrs Thomas and A Biscoe for Quarter 3 2023/2024 had been circulated prior to the meeting.

The RFO agreed to ensure that workings to calculate future pay increases should be approved, and that the approval be evidenced.

The report was noted.



1578.9 To consider a review and relaunch of the Grants Application process.

A report had been circulated prior to the meeting.

An amended grant application form was presented and the RFO outlined the main changes proposed, as set out in the accompanying report. The Town Clerk stated that the proposed changes were to encourage more grant applications from local organisations. The RFO clarified that the proposals included an increase in the amount available under the grant scheme for 2024/2025 to £15,500 with £8,000 coming from the existing budget and £7,500 from the Grant Scheme earmarked reserve. Cllr Thomas asked how the changes proposed would be managed, given the potential increased number of applications to be considered at each grant panel. Cllr Brown suggested panels should be quarterly rather than six-monthly. The Town Clerk stated that the plan was to launch the new Grant Scheme at the community welcome event on 16th May 2024 and that more information would be made available on the night.

1578.9.1 RESOLVED by Majority that the proposed Grant Scheme be approved without amendment. [Proposed Cllr Barnes; Seconded Cllr H Biscoe]. Cllr Brown voted against.

1578.10 To further consider Market Way rent levels during the prolonged period of the Buttermarket closure

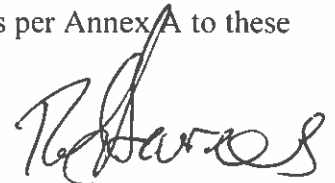
A report had been circulated prior to the meeting.

A report was presented requesting Market Way rent reductions of 25% should be extended until 30th September 2024 when the Buttermarket is due to re-open. Cllr. Thomas questioned why the Town Council was bearing a financial cost associated with the work. Cllr Grasso asked whether there were leases in place for each tenant and whether the leases set out details of rent reviews and discounts. The RFO and Cllr Thomas confirmed the tenants have rent licences that cover a twelve-month period and that any rent increases are taken into account when renewed. The RFO agreed to present a paper to the next committee meeting setting out details of Market Way licences and rents.

1578.10.1 RESOLVED by Majority that the Market Way rent reduction should be extended to 30th September 2024 [Proposed Cllr Brown; Seconded Cllr H Biscoe] Cllr Thomas abstained.

1578.11 To consider requests for financial assistance.

1578.11.1 The requests for financial assistance were considered and decisions made as per Annex A to these minutes.



Chair

Grant Application Summary
Meeting Date: 22nd April 2024

Budget 2024-2025: £8,000		Allocated to date: £nil	Balance available: £8,000	
No	Applicant	Amount Requested/Purpose	Recommendation	Previous Awards
1.	Quiet Connections CIC	£910 for 26 weeks room hire £490 for 14 weeks room hire	Unanimously RESOLVED that a donation of £490 should be paid [Proposed Cllr H Biscoe, Seconded Cllr A Biscoe].	Nil
2.	YMCA Cornwall	Not specified. They are aiming to raise £95,000 to replace the roof of their premises	RESOLVED by Majority that a donation of £500 should be paid [Proposed Cllr A Biscoe, Seconded Cllr Brown]. Cllr H Biscoe voted against.	Nil
3.	C.R.A.S.H.	£180 inc VAT for replacement pads for the AED located in the Community Centre	Unanimously RESOLVED that a donation of £180 should be paid [Proposed Cllr Brown, Seconded Cllr Garrick].	Nil
4.	A Band of Brothers	£1,000 to support this year's mentoring programme	Unanimously RESOLVED that a donation of £1,000 should be paid [Proposed Cllr Brown, Seconded Cllr Barnes]. The Committee looks forward to a Redruth group being opened in future.	Applied in 2023/24 but no award granted
5.	Cornwall Pride	£2,000 as a contribution towards Redruth Pride on 12 th May 2024	Unanimously RESOLVED that a donation of £500 should be paid [Proposed Cllr H Biscoe, Seconded Cllr Thomas].	£500 paid in 2023 ref 2022/23